OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION IN MYSORE, BANGALORE.

Notification D. No. 69, *dated* 12*th January* 1929.

I. Applications in the accompanying form are invited from approved book-sellers and others for the Agencies for the retail sale of Departmental Publications and of such other school books as are stocked for sale at the Central Book Depot. The rules and conditions governing the working of these Agencies are printed below together with a list of Agencies and Branch Depots as they stood in December 1928. Applications should be forwarded to the Curator, Government Central Book Depot, Bangalore, not later than the 15th February 1929 through the District Educational Officer of the District in which the Agency is to be established.

2. Existing agents should intimate before the 20th February 1929 direct to the Curator, their intention to continue the agency for at least another year. They must renew their agreements as the new agents do on fresh bonds to be executed on or before the 15th April and unless this is done, their agencies will not be continued for the next year.

5. Intending applicants will note that the privilege of corresponding "On Service Unpaid" is limited to the correspondence between the Government Central Book Depot and the agents pertaining to the monthly cash accounts which the latter have to send to the former under the terms of the agency. The packets of books will be delivered free to the agents at the nearest railway station, the transit and packing charges being met by the Curator, Government Central Book Depot.

FORM OF APPLICATION.

To

The Curator,
Government Central Book Depot,
Fort, Bangalore City.

Through :—

The District Educational Officer,
....District,
....

Sir,

I tender herewith an application for the agency for the retail sale of departmental publications and books. I have read the rules of the agency and shall abide by them.

....
Signature.

N. B. (To be submitted to the District Educational Officer, on or before the 15th February 1929).

1. Name of applicant (Individual, Firm Society or Company).	
2. Town and Street in which the depot will be established.	
3. Hours of business	
4. Other line or lines of business undertaken by the applicant or his occupation.	
5. Name of Partners. Manager, Directors or Secretary.	
6. Name and designation of the person authorised to act on behalf of or in the absence of the applicant.	

7. Applicant's and Agent's specimen signature. (Three copies should be given on a separate sheet of paper).	
8. Public or Semi-Public Office, if any which the applicant or any of the partners may be holding.	
9. Is the applicant willing to offer cash security (*vide* 2 under III).	
10. If approved by Government or recognised by the Director of Public Instruction as a book-seller, the No. and date of Government Order or of Director of Public Instruction's letter intimating the approval.	
11. Description of certificate or certificates from the local authorities as to ***bona-fides*** of the agents to be enclosed.	
12. The District Educational Officer's opinion with dates of receipt and despatch.	
13. Curator's opinion with dates and references of receipt and despatch.	
14. Orders of the Director of Public Instruction.	

II. (1) Agreement form to be executed in duplicate each on a ten annas general stamp paper.

N. B.—(The name of the applicant, that of the signatory to the Agreement Bond and that of the depositor or endorsee must all be one and the same.)

An agreement in duplicate made this.....day of.....one thousand nine-hundred and twenty-nine between the Director of Public Instruction in Mysore or the Deputy Director of Public Instruction, Mysore, Bangalore, on behalf of the Government of Mysore, (hereinafter called the Principal) of the one part, and.....
.....(hereinafter called the agent) of the other part.
Whereby it is agreed as follows :—

1. The Agent is hereby appointed the retail seller at.....
for the term of one year, from the 1st May 1929 (but determinable as hereinafter mentioned) of such Departmental Text-Books and other educational publications as may be published or issued for sale by the Principal from time to time.

2. The Principal will supply the agent on the indent of the agent, the said books and publications and deliver the same in such quantities not exceeding at one time Rs..... in value, with the necessary directions and in every way ready for sale.

3. The Principal will, from time to time, furnish the agent, in writing, with particulars of the price at which the books and publications entrusted to him may be sold by him and the agent shall not sell at prices other than those fixed by the Principal.

4. The agent shall place on the premises where he carries on the agency business hereby constituted, not only a sign-board but also a price list notifying to the public as conspicuously as possible, the prices of the books and publications he is hereby authorised to sell, and the agent shall make proper and sufficient arrangements for the sale of the said books and publications at all reasonable and convenient hours of business.

5. The Agent will be given credit to the maximum extent of rupees..... .....and he shall furnish a security to the extent of the credit allowed him. The particulars of the security furnished are as noted here below :—

(1) Deposit in the Government Savings Bank *vide* Pass Book No..... .....dated..... .....issued by the.....Treasury at.....

(2) Bond noted below :—

No.....Description.....Rate of interest.....

Face value

6. The Agent will be supplied with books and publications to the extent of the credit above specified and until sold and accounted for, they shall remain in the hands of the Agent as the property of the Principal. The Agent may, however, return to the Government Central Book Depot, Bangalore, such books and publications, as remain unsold, at any time before the expiry of three months from the date of issue provided they are, at the time of the return, in good saleable condition. In the event of such returns being accepted credit shall be given for the prices thereof. In case, they are not returned within the prescribed three months' time or permission obtained from the Curator to retain them for a further period of three months, they will be considered to have been sold to the Agent, and no refund will be given on them. The books so returned should not bear the stamp of the Agent nor of the Firm. The Agent shall open the Agency within three weeks from the date of the communication of his appointment as Agent; otherwise the Agency sanctioned in his favour will be cancelled.

7. The Agent shall not give credit to any person except at his own personal risk.

8. The Agent will be allowed a commission of 15 per cent upon the price of all the Educational Departmental Publications sold by him on behalf of the Principal, provided, however, that in the case of Balabodhe—Parts I and II and Kannada Readers Nos. I and II printed and published for the Education Department by the Bangalore Printing and Publishing Company, Mysore Road, Bangalore, the rate of commission shall be 9 3/8 per cent only.

9. Books indented for by the Agent shall always be sent by Railway to the nearest railway station, free of cost, and the Principal will not be liable to bear the whole or any part of the office expenses of the Agent, which term shall include the rent of premises, wages of clerks and servants, cost of stationery and other expenses that may be incurred in procuring of purchases.

10. The Agent shall pay at or before the end of each month all moneys received by him in the course of the Agency business into the.....Treasury, to the Credit of the Principal after deducting the commission payable to him as hereinbefore mentioned, The Treasury Receipts for such payments shall be forwarded before the 5th of the month following, to the Curator of the Government Central Book Depot, Bangalore, with a statement of cash and sale accounts of the previous month as per form to be obtained from the Depot.

11. The Agent will keep a true account of all such books, and publications as the Principal shall, from time to time, deliver or consign to him, or that may come into his hands, and of all sales and all moneys which shall have been received by him or come to his hands for and on account of the same, and he shall every month transmit a copy of such account to the Curator, Government Central Book Depot, Bangalore. All the books, accounts and other writings relating to the matters aforesaid, shall at all reasonable times be open to the Inspection of the Principal or any person or persons appointed by him in this behalf.

12. This Agency shall, *ipso facto*, determine (save as far as concerns the rights and remedies of the Principal) upon the commission by the Agent of any grave irregularity or fraud on the principal in connection herewith, or upon his failing to carry on any stipulation contained in this agreement, and in the case of breach or non-performance or of neglect to observe the same, the Agent, shall forfeit to the Principal, the whole of his Security Deposit, or such portion thereof as may be deemed necessary in his discretion owing to the inconvenience caused to the Public.

13. Either of the parties hereto may give to the other, three calendar months' notice in writing of his intention to determine this agreement and on the expiration of such period, this agreement shall be wholly determined. In case the Principal is satisfied that the closure of the Agency on the Agent's application in the middle of the year or in his inactivity preceding his desire to terminate it is likely to cause serious inconvenience to the purchasing public, he may levy from the Agent a fine not exceeding Rs. 50.

In witness whereof the parties hereto have hereunto affixed their signatures the day and year first above written.

In the presence of witnesses.

1.....

2.....

Signature of the Principal.

Signed before me.

Seal.

(1) Magistrate or

(2) District Educational Officer or

(3) Assistant Inspector of Education and a respectable witness of the place.

Signature of the Agent.

N.B.—(The Agents for the sale of Departmental Publications may sign their bonds before a Magistrate or the District Educational Officer or an Assistant Inspector in the District and a respectable witness of the place and send the same to the Curator, Government Central Book Depot, Bangalore, by registered post.)

(2) Form of letter to be addressed to the Treasury Officer with whom the Security amount is to be deposited, if a cash deposit is made.

To

The Officer-in-charge of the District or Taluk or the State Huzur Treasury,

at.....

Sir,

I have the honour to apprise you that I have authorised the Director of Public Instruction in Mysore to treat the sum of Rs.....deposited by me in the Savings Bank at your Treasury as per Pass Book No.....dated.....as security to Government on behalf of myself for selling the Educational Departmental Text Books. I agree that the same will not be payable to me until I shall produce to you the express written sanction of the Director of Public Instruction for the release of the Security. I have also agreed not to object to the payment by you of the whole or part of this Deposit to such Director of Public Instruction upon his claiming it, and not to make any claim for interest from the date on which the interest has ceased to accrue owing to the payment of the principal to such Director of Public Instruction or from the date on which such Director of Public Instruction shall have revoked the authority to your Treasury to pay me the interest.

I have the honour to be,

Sir,

Your most obedient servant,

Place.....

Date.....

Signature of the Depositor and his designation.

III. Other information of use to Agents : –

The credit limits for Agents will ordinarily be as follows :—

		Rs.
(i)	For Agents at District Headquarters	500
(ii)	Do Taluk do	250
(iii)	Do Hobli and other village Headquarters ...	100
(iv)	Agents at places other than Taluk or District Headquarters may apply to the Director of Public Instruction for the increase of the credit limit to Rs. 250, if they so desire. ...	

2. The accounts are to be closed at the end of the every month and copies submitted to the Curator by the 5th of the next month. Failure to submit the accounts in time may cause the next indent to be withheld and if the account is not sent within the end of the next month, steps may be taken to determine the Agency.

3. At least three clear working days must be provided from the date of the receipt of the indent at the Central Depot to the date of its despatch therefrom. No more than two indents may be sent in a week and indents received on and after the 26th of the month will be attended to on the 1st of the next month, on account of the test checking of stock during the interval.

4. The privilege of corresponding on "Service Unpaid" is restricted to the correspondence between the Agents and the Curator, Government Central Book Depot, Bangalore, pertaining to the monthly accounts which the former have to furnish to the latter under the terms of the Agency.

5. Half-yearly lists of the Departmental Publications and other books stocked for sale at the Government Central Book Depot, Bangalore, will be published and supplied free of cost to the Agents for the sale of Departmental Publications. New arrivals at the Government Central Book Depot, Bangalore, will be published from time to time in the *Mysore Gazette*. Indents for Educational books other than those in the list and those published in the Gazette will be ignored.

6. If an Agent wishes to have his Agency terminated within the year, he may obtain permission to do so from the Director of Public Instruction in Mysore, Bangalore, through the Curator, Government Central Book Depot, Bangalore, three months before-hand. On receipt of a favourable reply, the Agent may return all the books in stock with him without contravening any clause of the Agreement, together with a Treasury Receipt for the value of books he may have sold since his last account was made up. Such of the books as are in a saleable condition and sent to him from the Government Central Book Depot within the last three months or those that have been permitted by the Curator in writing to be retained for a further period will be accepted and credit given.

7. Agencies will be inspected at least once a year by the officers noted below in the course of their inspection tour. Facilities must be afforded by the Agents for inspection at all times as per Agreement :—

(i) Agencies with a stock limit of Rs. 250 and above by the District Educational Officers or by the Assistant Inspectors at the former request.

(ii) Agencies with a stock limit of Rs. 100 by the Assistant Inspectors of Education of the Range.

8. While remitting the sale proceeds to the Treasury by means of the prescribed printed challans, the following Head of Credit should be invariably noted and the name of the Treasury mentioned :—

"XXVI Education, 13 Miscellaneous, II Book Depot, 3 Books and Maps".

9. The calculation of commission taken at various rates should be worked out in all detail and shown in the statement of account or on a separate sheet of paper or on forms to be obtained from the Curator, Government Central Book Depot, Bangalore.

10. LIST OF AGENCIES AND BRANCH BOOK DEPOTS AS IN DECEMBER 1928.

Agencies	Name of Agent	Branch Depots
	BANGALORE DISTRICT.	
1 Bangalore City ..	Mr. C Hayavadana Rao ..	1 Anekal
2 Do ..	,, T N Srinivasa Setty ..	2 Sarjapur
3 Do ..	Messrs. Bhima & Sons ..	3 Sultanpet, Bangalore City
4 Channapatna ..	Mr. C V Sastry ..	4 Yelahanka
5 Bidadi ..	,, G Revanna ..	5 Tubagere
6 Davanahalli ..	,, C Narayana Rao ..	6 Magadi
7 Vadigenahalli ..	,, N Ganghadharabhatta ..	7 Thyamagondlu
8 Dodballapur ..	,, D Kongadiappa ..	8 Sulebele
9 Do ..	,, Rumala Papanna ..	9 Kankanhalli
10 Hoskote ..	,, J V Puttarudrappa	
11 Nelamangala ..	,, B Siddakrishna Setty	
12 Closepet ..	,, N S Narasimhaiya	
	KOLAR DISTRICT.	
1 Bagepalli ..	Mr. B Krishna Rao ..	1 Robertsonpet
2 Bowringpet ..	,, M Subba Sastry ..	2 Gudibanda
3 Chintamani ..	,, V Krishna Sastry ..	3 Malur
4 Kolar ..	,, M Srinivasa Rao ..	4 Masti
5 Goribidnur ..	,, K E Sriramaiya ..	5 Srinivaspur
6 Chikballapur ..	,, S V Krishnamurthy ..	6 Kylanur
7 Sidlaghatta ..	,, K. Doddaveerappa	
8 Manachenahalli ..	,, K R Venkatanarnaiya	
9 Mulbagal ..	,, M S Krishnamurthy	

Agencies	Name	Branch Depots
MYSORE DISTRICT.		
1 Chamrajnagar ..	Mr. C Venkataramana Sastri ..	1 Melkote
2 French Rocks ..	,, K Venkata Rao ..	2 Hunsur
3 Gundlupet ..	,, S Ranganna ..	3 Periyapatna
4 Mysore ..	,, S Narasimha Iyengar ..	4 Saragur
5 Do ..	,, H Venkataramaiya & Sons ..	5 Krishnarajpet
6 Do ..	,, M G S & Sons ..	6 K R Sagara Works
7 Malvalli ..	,, M Krishnamurthy ..	7 Nagamangala
8 Mandya ..	,, K Nanjundaswamy Setty ..	8 Yelandur
9 Maddur ..	,, S Venkataramaiya ..	9 T. Narsipur
10 Yedatore ..	,, Y Venkatachala Setty ..	10 Srirangapatam
11 Mirle ..	,, D K Chenna Setty ..	11 Arki-hebbal
12 Halagur ..	,, T Gunda Jois ..	12 Belur
13 Kuderu ..	,, Muddubasappa	
14 Nanjangud ..	,, N Ramachandra Rao	
TUMKUR DISTRICT.		
1 Gubbi ..	Mr G Adavappa ..	1 Chikkanayakanhalli
2 Madhugiri ..	,, E V Subbaraya Setty ..	2 Huliyar
3 Kodigenahalli ..	,, K Krishnamurthy ..	3 Nittur
4 Hoskote ..	,, Chidambara Setty ..	4 Amruthur
5 Sira ..	,, A Dasappa ..	5 Koratagere
6 Tiptur ..	Messrs. K Gundappa & Sons ..	6 Pavagada
7 Tumkur ..	,, V Ramaswamy & Bros. ..	7 Turuvekere
8 Honnadike ..	Mr. H C Guruviradya	
9 Kunigal ..	Messrs. K Venkatachala Setty	
10 Tovinakere ..	Mr. Mudduveerappa	
HASSAN DISTRICT.		
1 Arsikere ..	Mr. J T Srikantaiya ..	1 Javagal
2 Banavar ..	,, P V Ramaiya Setty ..	2 Belur
3 Arkalgud ..	,, Naganna Setty ..	3 Channarayapatna
4 Hassan ..	,, H Sivaramaiya ..	4 Gorur
5 Hole-Narsipur ..	,, N Janardana Setty	
6 Konanur ..	,, P Bhyara Setty	
7 Basavapatna ..	,, Goravaiya Setty	
8 Arkalgud ..	,, M S Chandrappa	
KADUR DISTRICT.		
1 Birur ..	Mr. H V Nagappa Setty ..	1 Sakrepatna
2 Chikmagalur ..	,, H K L Narasimha Iyengar ..	2 Koppa
3 Kadur ..	,, K L Viswanathan ..	3 Mudigere
4 Tarikere ..	,, K Shamaiya Setty ..	4 Narasimharajpuram
5 Kalasa ..	,, K Ramachandra Pai	
CHITALDRUG DISTRICT.		
1 Chitaldrug ..	Mr. B Garudachar ..	1 Harihar
2 Do .	,, S L Appaya Setty ..	2 Bilichodu
3 Do ..	,, A Mallaiya ..	3 Molakalmuru
4 Chellakere ..	Messrs. K H Krishna Rao ..	4 Jagalur
5 Davangere	Mr. Bhogaiya Setty	
6 Do ..	,, M Veerappa	
7 Malebennur ..	,, Nadiga Nagesa Rao	
8 Mayakonda ..	,, N Hiralappa	
9 Hiriyur ..	,, H Siddarama Setty	
10 Holalkere ..	,, A S Rama Setty	
11 Chikvanahalli ..	,, Y Surappa	
SHIMOGA DISTRICT.		
1 Chennagiri ..	Messrs. H S Thimmappa & Sons. ..	1 Santebennur
2 Nallur ..	Mr. H K Sriranga Setty ..	2 Honnali
3 Nyamati ..	,, N D Sekhatappa ..	3 Holehonnur
4 Kallurkatte ..	,, Lingojappa ..	4 Anavatti
5 Shimoga ..	,, D L Seshappa Setty ..	5 Harnahalli
6 Do ..	Messrs. Shamaiya Setty & Sons.	
7 Shikaripur ..	,, Rudra Sastry & Bros.	
8 Shiralkoppa ..	Mr. B Seshappa Naik	
9 Sorab ..	Messrs. P R Kale & Bros.	
10 Sagar ..	Mr. K S Rama Rao	
11 Thirthahalli ..	,, Y Krishna Rao	
12 Hunchadakatte ..	,, B Venkoba Rao	

N. S. SUBBA RAO,
Director.